

# PERMIT REQUEST TO REMOVE AN UNDERGROUND STORAGE TANK

Created: March 1, 2009 Revised: April 29, 2014  
From the Office of the Fire Prevention Bureau – Phone (515) 283-4240



## This checklist is to be completed by the Contractor PRIOR to removal of tank(s):

Address of Removal Site: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Removal: \_\_\_\_\_

Number & Size of tank(s): \_\_\_\_\_

### Prior to removal, Contractor must do the following:

- Verify liquids will be removed from the tank and connecting piping.
- Verify piping at tank openings will be disconnected.
- Verify piping will be removed from the ground.
- Verify tank openings will be capped or plugged, leaving a 0.125-inch to 0.25-inch diameter opening for pressure equalization.
- Verify tank(s) will be purged of vapor and rendered inert prior to removal.
- Verify tank(s) will be disposed of in accordance with federal, state and local regulations.

### Contractor Contact Information:

Name of Contractor/Company: \_\_\_\_\_

Address of Contractor: \_\_\_\_\_  
\_\_\_\_\_

Telephone # of Contractor: \_\_\_\_\_

I the undersigned state that the information listed above is correct and that all above actions have been completed. I understand that no permit will be issued by the Des Moines Fire Department without this form being submitted to the Des Moines Fire Department. I understand that no tank removal will be done without the appropriate permit.

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

The completed form, as well as any questions or comments regarding the above information should be submitted to:

City of Des Moines Fire Department  
Fire Prevention Bureau  
2715 Dean Avenue  
Des Moines, Iowa 50317  
Office: (515) 283-4240  
Fax: (515) 283-4907  
Email: [firedept@dmgov.org](mailto:firedept@dmgov.org)